

HQ, US Army Corps of Engineers  
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Washington, DC 20314  
151200June06

**(U) OPERATIONS ORDER 2006-25 USACE SUPPORT TO NATIONAL RESPONSE PLAN  
(All Hazards OPORD 2006)**

**(U) REFERENCES: See Annex A**

**(U) Time Zone Used throughout the OPLAN:** Eastern Daylight Time (EDT)

**(U) TASK ORGANIZATION**

**a. (U) Regional Business Centers/Divisions.** Great Lakes and Ohio River Division (LRD), Mississippi Valley Division (MVD), North Atlantic Division (NAD), Northwestern Division (NWD), Pacific Ocean Division (POD), South Atlantic Division (SAD), South Pacific Division (SPD), and Southwestern Division (SWD).

**b. (U) Centers of Expertise.** Huntsville (HNC) and Transatlantic Centers (TAC).

**c. (U) Laboratory.** Engineer Research & Development Center (ERDC).

**d. (U) Field Operating Activities (FOAs).** Humphreys Engineering Center Support Activity (HECSA), Institute for Water Resources (IWR), USACE Finance Center (UFC), and Marine Design Center (MDC).

**e. (U) Battalion(s).** 249<sup>th</sup> Engineer Battalion (Prime Power) (249<sup>th</sup> Bn).

**f. (U) USACE Organization Chart.** See Annex B Command and Support Relationship

**1. (U) SITUATION**

**a. (U) Threat.** The 2006 Atlantic Hurricane season runs from 1 June through 30 November 2006. The 2006 Atlantic hurricane season may be an active one. The Eastern/Central Pacific Hurricane Season is from 1 June to 30 November, and in the Western Pacific, tropical cyclones/typhoons can occur year round. The most likely threat is in the Atlantic where the estimate is for about 9 hurricanes (average is 5.9), 17 named storms (average is 9.6), 85 named storm days (average is 49), 45 hurricane days (average is 24.5), 5 intense (category 3-4-5) hurricanes (average is 2.3), and 13 intense hurricane days (average is 5.0). This year we expect an 81% chance of a major hurricane landfall in the US, while the long-term average is 52 %. Expect the Atlantic basin Net Tropical Cyclone (NTC) activity in 2006 to be about 195% of the long-term average of 100%. Hurricane and cyclones/typhoons are not the only potential threat. Other potential threats include terrorist activity, an event of national significance, the tornado season which runs from late winter to mid summer (but tornados can occur anytime if the conditions are right), earthquakes, the typical flooding season which occurs in the late spring, and blizzards are typically in the early spring.

**b. (U) Friendly Forces.**

(1) Department of Homeland Security, Emergency Preparedness and Response Directorate (DHS EP &R; hereafter referred to as FEMA). FEMA uses the National Response Plan (NRP) an all-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of domestic incidents. It provides the structure for 32- signatory departments and agencies including the Department of Defense, to assist State, local and tribal organizations throughout the prevention, preparedness, response, recovery, and mitigation phases of incident management.

(2) Joint Directorate of Military Support (JDOMS). The Assistant Secretary of Defense for Homeland Defense, is the Department of Defense (DoD) Executive Agent for disaster response. JDOMS plans for and commits DoD resources in response to requests from civil authorities. DoD continues to support each of the fifteen (15) Emergency Support Functions (ESF) of the NRP. DoD has primary responsibility for ESF #3, Public Works and Engineering. USACE is the designated DoD planning and operating agent for ESF #3, Public Works and Engineering.

(3) US Northern Command (USNORTHCOM). NORTHCOM validates requests from the Defense Coordinating Officer (DCO), forwarding them to Joint Chief of Staff (JCS). JDOMS then issues a tasking order for sourcing the required forces to the US Joint Forces Command (USJFCOM). USNORTHCOM provides command and control for all responding military forces (Title 10 forces except USACE assets) in support of the lead Federal agency.

(4) US Forces Command (USFORSCOM). FORSCOM is the Force Provider for any Army forces that USNORTHCOM would request and JDOMS would commit to execute any mission assignments in support of a Primary Federal Agency. The requested forces could likely be resourced by CINCLANTFLT (NAVY), MARFORLANT (Marine) or ACC (Air Force).

(5) US Army North (USARNORTH). USARNORTH conducts Homeland Defense (HLD), Civil Support (CS) operations, and Theater Security Cooperation (TSC) activities as the Army Service Component Command (ASCC) to USNORTHCOM. On order, USARNORTH commands and controls deployed Title 10 forces as a Joint Task Force (JTF) or Joint Forces Land Component Command (JFLCC). Additionally, USARNORTH certifies Defense Coordinating Officers and Elements (DCO/E) and coordinates their activities.

(6) US Army Corps of Engineers. PL 84-99, (33 U.S.C. 701n) (69 Stat. 186) provides USACE with the authority to plan for all natural hazards. Under this law the Chief of Engineers, acting for the Secretary of the Army, is authorized to undertake activities including disaster preparedness, advance measures, emergency operations (Flood Response and Post Flood Response), rehabilitation of flood control works threatened or destroyed by flood, protection or repair of federally authorized shore protective works threatened or damaged by a coastal storm, and provisions of emergency water due to drought or contaminated source. A detailed discussion of this authority is provided in Engineer Regulation 500-1-1, Civil Emergency Management Program, September 2001.

(7) US Joint Forces Command (USJFCOM). USJFCOM works as the primary joint force provider identifying and recommending sourcing solutions in coordination with the Military Departments and other combatant commands from all forces and capabilities (except designated forces provided by USSOCCOM, USSTRATCOM, and USTRANSCOM) to the CJCS in accordance with Global Force Management Guidance approved by the Secretary of Defense dated 4 May 2005.

**2. (U) MISSION.** USACE, in the event of a disaster either natural or man-made, will rapidly conduct operations in response to DHS/EPR/FEMA under the NRP, the Department of Defense, the Stafford Act and under USACE's own authorities. Operations will assist in damage mitigation, provision of life-saving operations (USACE authorities) and provision of life-sustaining relief to disaster victims. Operations can also include DHS/EPR/FEMA or Department of Defense directed disaster recovery operations.

### **3. (U) EXECUTION.**

#### **a. (U) Commander's Intent.**

(1) Purpose. USACE is committed to the successful execution of emergency response and recovery missions as directed by DHS/EPR/FEMA, under Federal-to-Federal support as well as USACE's own authorities to quickly and effectively provide assistance to victims of domestic incidents.

(2) Method. The USACE Task Force Commander (UTFC) will assist the supported commands in leveraging the capabilities of the trained and credentialed ESF #3 cadre, supported commands, and Planning and Response Teams (PRT) to manage missions.

(3) End state. DHS/FEMA, as our customer, is fully supported under the NRP and as a result disaster victims receive timely assistance through proper execution of all USACE response and recovery missions. Efficient USACE operations allow for responding organizations to conduct mission closeout.

**b. (U) Concept of the Operation.** USACE will rapidly respond to the impacted area in the occurrence of manmade or natural hazard(s) providing engineering support services to the Nation's Civil Works flood protection and navigation infrastructure under PL 84-99 authorities, the Department of Defense, and support to FEMA as outlined in the National Response Plan (NRP). Concept of operations for all events involves the following five phases: activation, deployment, execution, recovery and closeout. No-notice events will require concurrent execution of the same tasks in a compressed timeframe; i.g. activation and deployment will happen simultaneously and response will begin while deployments are on-going.

**(1) USACE PL 84-99 Operations.** Division Commander will leverage the capabilities of personnel and resources across the region. District Commanders should prepare to engage in the following activities under USACE authority:

**(a) Flood Response.** Action in support of State and Local flood operations. Commanders should plan for a management structure that can execute PL 84-99 flood response operations concurrently with FEMA response and recovery operations, to include appropriate liaison in the State EOC.

- Technical Assistance (e.g., debris clearance from channels, bridges openings, structural assessments, etc).

- Direct Assistance (e.g., assists in rescue operations to prevent loss of life, issuance of flood fight materiel, and conduct flood fight operations as necessary and appropriate).

**(b) Post Flood Response.**

- Technical Assistance (e.g., debris clearance from channels, bridge openings, and structures).

**(c) Recovery.** Reconnaissance/inspection of damaged flood control works eligible for repair under PL 84-99. District Commanders will organize appropriate damage assessment teams capable of conducting rapid project damage assessments of federal flood damage reduction projects, federal hurricane shore protection projects and non-federal flood damage reduction projects in an active status in the FCCE Rehabilitation and Inspection Program impacted by coastal storms and flooding in accordance with instructions at Annex U.

**(2) ESF #3 Support to FEMA Operations.** The Chief of Engineers designates the Director of Civil Works as the USACE Task Force Commander (UTFC). Responsible to oversee the support to FEMA operations and manage the allocation of resources to the Supported Division Commander/Regional Command. The UTFC designates the Chief, Homeland Security Office (HLS) as the Deputy USACE Task Force Commander (DEPUTFC). The Deputy G-3 serves as the Chief, Crisis Management Team (CMT) and the USACE Operations Chief (UOC) serves as Chief, Crisis Action Team (CAT). DEPUTFC/Chief, HLS designates a member of HLS to work hand-in-hand with the UOC Chief in advising the UTFC. The UTFC or DEPUTFC serves as primary and alternate representatives respectfully, to the Incident Advisory Council (IAC), if requested at the NRCC.

- The UTFC, through the UOC and coordination with the Chief, Homeland Security Office, selects ESF #3 Team Leaders (TL), Assistant Team Leaders (ATL) and Subject Matter Experts (SMEs) to deploy to national and regional DHS/EPR/FEMA operating centers: FEMA National Response Coordination Center (NRCC), FEMA Regional Response Coordination Center (RRCC), Emergency Response Team -Advance Element (ERT-A), Emergency Response Team-National (ERT-N) and Joint Field Office (JFO). Drawing on the advice of the UOC Chief and Chief, HLS, the UTFC designates ESF # 3 TL and ATL deploy to USACE operating centers such as UOC/HQUSACE, supported Regional Command(s) and Joint Task Force (JTF), as necessary.

- The Supported Regional Commander(s) is designated by the UTFC and is responsible for USACE execution in support of FEMA operations. The Supported Regional Command is the main effort for the event response and all other USACE assets (HQUSACE Staff, Divisions, Centers, Engineer Research & Development Center (ERDC), Field Operating Activities (FOAs), and 249<sup>th</sup> Engineer Battalion (Prime Power)) providing resources are Supporting Commands. National Teams are OPCON to UTFC. ESF #3 team at RRCC and ERT-A are attached to supported Division and maybe further attached to responding organization(s).

- Pre- and Post-landfall, the ESF #3 TL/ ATL serves as the USACE representative in the negotiation, coordination and acceptance of FEMA missions. The Supported Regional Command (lead Division for the event response) will perform operational mission analysis/damage assessment, develop execution, support, and command and control requirements, and designate a Division Forward Commander (DFC). The DFC provides immediate on-site coordination for mission execution. Follow-on missions may also include establishment of a Recovery Field Office (RFO), if mission assigned by FEMA, to execute FEMA missions.

**(a) Phase I - Activation.** The activation phase is designated by the HQUSACE and ushers in a heightened state of awareness in anticipation of a potential hurricane threat within the next five days to

the United States, its territories, or other Pacific areas authorized assistance under provisions of the Stafford Act. In this phase, personnel, and materiel may be placed in an alert status.

- **HQUSACE.** The Deputy G-3, drawing on the advice of the Chief, HLS, activates the Crisis Management Team (CMT) and sets the activation level of the USACE Operations Center (UOC). The HQUSACE Staff augments the Crisis Action Team (CAT) as necessary, maintaining the UOC at Level 2, Emergency Watch, (normally extended hours 0700 – 1900 hours daily for an Atlantic event; (times are adjusted accordingly for Pacific events). See paragraph 4-3, Operational Procedures – General, EP 500-1-1 for a discussion of EOC levels of activation. As a member of the CMT, the Chief, Homeland Security Office, Directorate of Civil Works establishes liaison with FEMA National, coordinating ESF #3 activities and providing ESF #3 staffing support for the NRCC. Based on the latest ESF #3 Team Leader(s) and Assistant Team Leader(s) status list in ENGLink, coordination is initiated with individuals that may be required to deploy.

-- USACE HQ and Regional ESF #3 representatives will coordinate with the NRCC and RRCC for deployment of ESF #3 and PRT assets to arrive no later than 72 hours before the event is to occur.

- **Supported Regional Command/Division.** The Supported Division or Divisions will quickly performs a mission analysis and develops a concept of operations. Coastal Divisions with potential hurricane/typhoon response responsibilities – CENAD, CESAD, CEMVD, CESWD, and CEPOD are prepared to execute response and recovery missions under the NRP and PL 84-99. . In the case of an event or events that impacts multiple Divisions and Districts, the UTFC will designate the main effort.

- **Regional Business Centers/Divisions, Centers of Expertise, Laboratory (Engineer Research & Development Center (ERDC)), Field Operating Activities (FOAs) and 249<sup>th</sup> Engineer Battalion.** All other USACE assets are designated supporting commands and as such are prepared to support the operation as tasked by the UOC.

(b) **Phase II - Deployment.** The Deployment phase is designated by the UTFC and commences when FEMA issues ESF #3 response mission assignments (e.g. ice, water, and emergency power) supporting the deployment of USACE personnel and materiel. Additional personnel and materiel may be placed in an alert status.

- **HQUSACE.** The UTFC initiates discussions with the Division Commander with operational responsibility. Additionally the UTFC designates ESF #3 Team Leader(s) and Assistant Team Leader(s) for the RRCC(s) and ERT-A(s). UOC and/or Regional Command will receive notification from RRCC to activate individuals and teams to support a potential Incident of National Significance. The ESF #3 Team Leader is attached to HQUSACE and placed under the operational control (OPCON) of the ERT-A Team Leader, who may become the FCO once a disaster is declared. ESF #3 TL/ATL(s) provides modeling information and advice to FEMA and State planners to help shape commodity and mission requirements.

-- Upon activation, PRT Action Officers are OPCON to the ESF #3 TL. The PRT mission manager, mission specialist, contract specialist and contracting officer are in direct support of ESF #3 TL and OPCON to Regional Command or the Regional Command's designated responding organization. Upon activation the PRTs will not perform any duties other than disaster mission-specific activities.

-- On order, the CMT Chief increases the UOC to a minimum readiness Level 3, Partial Activation (extended staff coverage by the CAT 0700 – 1900 hours daily with limited staff augmentation for providing on-site night-time coverage within the UOC). On order but Not Later Than 24-hours prior to expected landfall, increase the level of staffing (1900 - 0700 hrs as needed providing 24-hour fully operational staffing). On order, the UTFC provides for augmentation, planning, organizational staffing, and materiel support to the Supported Division and activates the Independent Assistance/Assessment Team for deployment to the region.

- **Supported Division.** The Regional Command/Supported Division (main effort) quickly performs a mission analysis and develops a concept of operations. This concept of operations: includes the use of internal assets (planning and response teams (PRT) and other trained personnel) before requesting additional USACE resources from the UOC; ensures the affected district is ready to execute and has identified a back-up district for mission execution if there is a “impacted” district; take actions to execute missions assigned by FEMA; take necessary actions to prepare for potential response and recovery missions; and make provisions to execute division/district “impacted” status (unable to execute assigned missions) operations if required. The Supported Regional/Division Commander is responsible for the review and approval of the district’s plan for reconstitution and subsequently briefs the overall concept of operations to the UTFC. Reference ER 500-1-1 for guidance in designating “impacted” status. In the case of an event or events that impacts multiple Divisions and Districts, the UTFC will designate the main effort.

- **Supporting Regional Commands/Divisions, Centers of Expertise, Laboratory (Engineer Research & Development Center (ERDC)), Field Operating Activities (FOAs) and 249<sup>th</sup> Battalion.** On order, Supporting Commands are prepared to support the operation as required including manpower and materiel augmentation. Deployed personnel and materiel are OPCON to the Supported Division with the exception of ESF #3 cells and assets deployed to support internal FEMA operations.

(c) **Phase III - Execution.** The Execution phase is synonymous with the FEMA/NRP term of Crisis Response phase. This phase commences with hurricane landfall. Landfall is defined as the period of time when tropical storm force winds (winds > 34 knots) first begin to impact on land to the time when winds drop below tropical force winds. The Supported Commander plans and executes assigned missions that may include critical life saving activities or protection of property.

- **HQUSACE.** The UTFC/UOC provides resources to the supported RBC from supporting commands. Coordinates with NRCC and assists the Homeland Security Operations Center (HSOC) with the Federal Common Operating Picture. Maintains the UOC staffing at readiness Level 3, Partial Activation (24-hour staffing by the CAT augmentation) or transitions to Level 4, Full Activation. On order, HQUSACE elements provide augmentation, planning, organizational staffing, and materiel support to the Supported Division. On order from the UTFC, the Independent Assistance/Assessment Team (IAAT) deploys to track ongoing operations, capture lessons learned, and perform after action review activities.

-- **HQUSACE Forward.** When deployed, USACE presence serves as the primary USACE interface to the operation PFO, provides on site senior leader validation of the USACE Common Operating Picture (COP) that supports command and control of mission areas, and provide HQs USACE oversight coordinating and integrating engineer resources supporting regional response and recovery to include: ESF #3 support to the FCO, DOD support Joint Task Force (JTF), and navigation and flood control operations (as applicable). See Annex B Appendix 5 for clarification of HQUSACE Forward responsibilities.

-- **USACE Support to Northern Command (NORTHCOM).** On order, USACE provides NORTHCOM contingency engineer staff augmentation and full spectrum engineering support within the NORTHCOM AOR. This augmentation may be required at HQs NORTHCOM and or Joint Task Force (JTF) to be determined at the time of the incident. Planned augmentation includes a support staff of 3 – 4, to HQs NORTHCOM; 1 star general officer and support staff of 6-8, for a large JTF with a 3 star commander; and an O-6 (colonel) and support staff of 3-6, for a medium JTF with a 1 star commander.

- **Supported Regional Command(s)/Division.** The Supported Division or Divisions quickly performs a mission analysis, designates a Division Forward Commander (DFC), and finalizes a concept of operations. The DFC provides and command and control for the Supported Division Commander's assets on the ground. The Supported Division Commander may establish and maintain a Recovery Field Office (RFO), if mission assigned by FEMA, to coordinate and execute NRP response missions (e.g. ice, water, and emergency power) and recovery missions (e.g. technical assistance, debris removal, temporary housing, structural safety assessment, and temporary roofing). The establishment of an RFO is coordinated with the ESF #3 Team Leader at the JFO to assure that the FCO will authorize reimbursement for the RFO costs. Establish working space for PRT members not deployed to DHS/EPR/FEMA locations. Ensure electronic connectivity and exclusive focus on specific disaster, DHS/EPR/FEMA mission assignment execution activities. Ensure the proper use of PRT members and execution of their associated response and recovery missions. In the case of an event or events that impacts multiple Divisions and Districts, the UTFC will designate the main effort.

- **Supporting Regional Commands/Divisions, Centers, ERDC, FOAs, and 249<sup>th</sup> Battalion.** Supporting commands will continue to provide administrative support, not otherwise provided by the Supported Commander, to their deployed personnel (typically, this is payroll and TDY related support). Throughout the operation, supporting commands maintain the readiness of the Planning and Response Teams (PRTs) and other personnel to meet additional or rotation needs. Deployed personnel and material are OPCON to the Supported Regional Commander.

- **ESF #3 Cell.** Pre- and Post disaster, the ESF #3 TL/ ATL, serve as USACE's representative in the negotiation, coordination and acceptance of all DHS/EPR/FEMA missions on behalf and in conjunction with the supported element. The ESF #3 Cell at the RRCC, ERT-A, and JFO and all USACE elements are DS (in direct support) of FEMA (the lead agency) and OPCON to the responding organization.

**(d) Phase IV - Recovery.** The Recovery phase is designated by HQUSACE based on consultation with the Supported Division. It addresses the re-establishment of public utilities and services, the commencement of recovery missions (e.g., technical assistance, debris removal, temporary housing, structural safety assessment, and temporary roofing) and the continuance of

response missions (e.g., ice, water, and emergency power). Mission completion, personnel, and materiel being released to return to normal duties mark this phase.

- **HQUSACE.** Maintains the UOC staffing by the CAT at a minimum readiness Level 3, Partial Activation (Extended staff coverage by the CAT 0700 – 1900 hours daily with the limited on-site night-time coverage within the UOC).

- **Supported Division.** The Supported Division or Divisions with mission assignments carrying traditionally longer periods of execution due to their scope such as temporary roofing, debris reduction/removal, and temporary housing will continue toward completion. ESF # 3 Management Cell develops physical closeout plans for MAs and coordinates with FEMA. Supported District develops fiscal closeout plans for MAs. As per the OPLAN to the NRP the Supported Division will transition from mission PRT to project management organization within their Division/District (augmented as needed) within 90 to 120 days of event.

- **Supporting Divisions, Centers, ERDC, FOAs, and 249<sup>th</sup> Battalion.** On order, Supporting Divisions and other USACE command elements recover USACE deployed assets and personnel and return to normal operations.

(e) **Phase V - Closeout.** The Closeout phase denotes the completion of mission assignments by the Supported Division and concludes with the physical/fiscal completion of all mission assignments.

- **HQUSACE.** Maintains the UOC staffing by the CAT at Level 2 (Extended hours 0700 – 1900 hours daily); on order, returns to Level 1 (Normal Operations, 0700 – 1700 hours daily).

- **Supported Division.** The Supported Regional Command or Commands with mission assignment carrying traditionally longer periods of execution due to their scope such as temporary roofing, debris reduction/removal, temporary housing will continue toward completion. ESF #3 Management Cell develops physical closeout plans for MAs and coordinates with FEMA. Supported District develops fiscal closeout plans for MAs.

- **Supporting Divisions, Centers, ERDC, FOAs, and 249<sup>th</sup> Battalion.** On order, Supporting Divisions and other USACE command elements recover USACE deployed assets and personnel and return to normal operations.

(f) **Specific Geographic Responsibilities.**

(1) The following Regional/ Division Commands have the lead for PL 84–99 State planning and response consistent with Civil Works boundaries and authorities: CELRD, CEMVD, CENAD, CENWD, CEPOD, CESAD, CESP, and CESWD.

(2) The following Regional/ Division Commands have the lead for coordinating with these States for an NRP planning and response as indicated:

- (a) CELRD - FEMA Region III, for the state of WV.  
FEMA Region IV, for the states of KY, and TN.  
FEMA Region V, for the states of IN, OH, and MI.



- (b) CEMVD - FEMA Region IV, for the state of MS.  
FEMA Region V, for the states of IL, MN, and WI.  
FEMA Region VI, for the state of LA.  
FEMA Region VII, for the state of IA.
- (c) CENAD - FEMA Region I, for the states of CT, MA, ME, NH, VT, and RI.  
FEMA Region II, for the states of NY and NJ.  
FEMA Region III, for the states of DE, PA, MD, VA and DC.
- (d) CENWD - FEMA Region VII, for the states of KS, MO, and NE.  
FEMA Region VIII, for the states CO, MT, ND, SD, and WY.  
FEMA Region X, for the state of ID, OR, and WA.

(e) CEPOD - FEMA Region IX, for the state of HI, the territories of Guam and American Samoa, the Commonwealth of Northern Marianas, and Pacific governments authorized assistance under provisions of the Stafford Act (Federated States of Micronesia and Republic of Marshall Islands).

FEMA Region X, for AK.

- (f) CESAD - FEMA Region II, for Puerto Rico and the Virgin Islands.  
FEMA Region IV, for the states of AL, FL, GA, NC, and SC.
- (g) CESPd - FEMA Region IX, for the states of AZ, CA, and NV.  
FEMA Region VI, for the state of NM.  
FEMA Region VIII, for the state of UT
- (h) CESWD - FEMA Region VI, for the states of AR, OK, TX.

(3) Regional/Division Commands serve as initial points of entry for specific FEMA Regions based on geographical location (e.g. FEMA VI has a habit of contacting SWD). Given this fact, designated Commands will assume the lead for entertaining requests for support, conduct an expedited telephonic mission analysis to determine organizations and support required to achieve success, identify the regional/division area of responsibility and pass this request for USACE support to the appropriate sister regional/division command if required.

- (a) CELRD - FEMA Region V.
- (b) CEMVD – N/A
- (c) CENAD - FEMA Regions I, II and III.
- (d) CENWD - FEMA Regions VII, VIII and X.
- (e) CEPOD – N/A.
- (f) CESAD - FEMA Region IV.
- (g) CESPd - FEMA Region IX.

(h) CESWD - FEMA Region VI.

**(g) Local Government Liaisons (LGLs) Support To FEMA.** On order, USACE provides LGL cadre to specified local governments based on real or anticipated major damage to that vicinity. Regional/Division Commanders will mobilize their disaster response assets and request additional asset assistance from USACE, who will deploy personnel from the National Cadre of LGLs. Local Commanders will identify local personnel who will be trained to replace the National Cadre of LGLs within 30 days. LGL cadre are direct support (DS) to the FEMA Agency Representative (FAR) Team Leader in each locality assigned. The LGLs will be part of the federal team, and will provide intelligence back to the ESF#3 Team Leader, the mission PRTs and the Recovery Field Office (RFO) Commander. In the event none of these organizations are in place, the LGL will provide intelligence back to the supported District.

**c. (U) Tasks to Subordinate Units.**

**(1) HQUSACE Directorates and Separate Offices will:**

**(a) Deputy G-3/Chief, Crisis Management Team (CMT).** Serve as the focal point for USACE command and control of civil and military contingency operations.

- **G-2/Chief, Security Countermeasures.** Staff an intelligence and security team that provides information and advice on threats to USACE personnel, operations, and facilities.

**- Chief, USACE Operations Center.**

-- Keeps the USACE Task Force Commander (UTFC) informed of operations status, coordinates and disseminates taskings for non-divisional support, and manages the information flow within HQs.

-- Plan and manage the deployment of USACE materiel and personnel assets from outside the Supported Division.

-- Maintain the alert/deployment status of Mission- Planning and Response Teams (M-PRTs), Functional- Planning and Response Team (F-PRTs/Cadre), and Deployable Tactical Operations Systems (DTOS) via ENGLink Interactive.

-- Notify JDOMS of all requests for 249<sup>th</sup> Engineer Battalion support.

-- Provide support situation awareness reporting and coordination with NORTHCOM for ESF #3 response activities.

-- Maintain awareness of all requests for personnel and manage those not filled by the supported RBC.

-- Interface with DHS HSOC to develop and feed the common operating picture.

**(b) Chief, Concept, Plans, and Doctrine.** Assist as required.

**(c) Chief, Homeland Security Office.**

- Select, train, and certify an ESF #3 Cadre of qualified TLs and ATLs.
- Staff the NRCC ESF #3 Team; the liaison team will maintain ESF #3 staffing support and provide USACE representation within ESF # 1 (Transportation) and the Movement Coordination Center (MCC), within ESF # 5 (Planning and Information), and within the FEMA Office of Public Affairs (PAO).
- Staff the PL 84-99 /NRP Desk Officer position on the CAT.
- When required, recommend to the CMT Chief the appropriate deployment of TL and ATL to provide staffing at the RRCC, ERT-A, ERT-N, and JFO; Emergency Managers (EMs) and Subject Matter Experts (SME's) to support operations, including in the UOC.
- Primary advisor to UTFC in regards to NRP operations.
- Provide ESF # 3 Permanent Cadre member to team up with the Chief, UOC and jointly advise the UTFC and Chief of Engineers on the overall "battle plan".
- Provide staff as required, to the Future Operations Cell that looks ahead of current operations to potential command-wide requirements and issues in the next phase of operations. Generally planning actions 72 - 96 hours in the future.
- **Provost Marshal Branch.** Staff a law enforcement/Force Protection team that provides information and advice regarding protective measures USACE Headquarters staff and deployed personnel. Provide law enforcement liaison support as required when activated, maintain an active liaison with FEMA ESF-13.

**(d) HQUSACE Staff Principals, Office Chiefs, and Chiefs Regional Integration/Communities of Practices.** Staff the HQUSACE CAT (Annex T) as required and assist in identifying and deploying Functional- Planning and Response Teams (F- PRTs)/Cadre personnel to support Division operations. Advise UOC on any changes to Annexes in your subject matter area to ensure rapid dissemination of information to the field.

**(e) Deputy Chief, Engineers Reserve Services.** Develop and maintains an aggressive Reserve Soldiers in Support of Disaster Relief Operations (RES德罗) program to support USACE response/recovery operations in support of NRP response operations.

**(f) Readiness Support Center (RSC).**

- Take operational directions from HQUSACE through the UOC.
- On order, deploy an Independent Assistance/Assessment Team as directed by the USACE Task Force Commander.
- Maintain and deploy DTOS (mobile command and control platforms) to meet operational requirements (Annex G).

- On order, deploy ENGLink Strike Team(s) as directed by the UOC.
- Maintain ENGLink on a 24- hour basis.

**(2) Supported Division will:**

(a) Serve as the main effort for the response and recovery operations.

(b) Execute mission analysis and assess needs of affected area; assess organic Division readiness, request support and augmentation as required. Plan future actions/disengagement as required. Maximize engagement of internal assets prior to requesting Supporting Division augmentation. Determine if impacted district(s) is rendered a “victim” (unable to execute assigned missions). If so, their primary mission switches from response to reconstitution of their workforce and execution of their continuity of operations plan.

(c) Request funds necessary for emergency response.

(d) Upon request by FEMA and/or UTFC provide initial liaison with the FEMA RRCC.

(e) Be prepared to provide organizational infrastructure and communications for the execution of contingency missions in the division area of responsibility. As required, designate a Division Forward Commander with supporting Recovery Field Office (RFO), if mission assigned.

(f) Exercise OPCON of assigned USACE assets deploying into the region for mission execution. Minus: Personnel on the RRCC, ERT-A and ERT (e.g. ESF #3 TL/ATL, Response PRTs, Recovery PRT Actions Officers (AOs), Subject Matter Experts (SMEs), 249<sup>th</sup> Battalion (PP) Assessment Teams which are OPCON to FEMA. Plan for and execute personnel reception, staging, onward movement, and integration (RSO&I) via ENGLink. Designate RSO&I POC and provide the name and telephone number to the UOC.

(g) Execute Pre-Declaration/Emergency Declaration/Post Declaration Mission Assignments when tasked by FEMA and take necessary actions to prepare for future crisis response activities within disaster areas.

(h) Report Essential Elements of Information (EEIs) as outlined in SOPs via ENGLink. Consolidate and validate reported data prior to release in SITREP. Establish and maintain a command and control infrastructure providing fiscal and contract management, positive control of event support commodities (e.g. accountability, storage, transport, and usage), and transportation and communication systems. Elements reporting to serve on an ERT-A (RRCC, State EOC) or at the JFO will travel directly to that location from their home station and perform a virtual RSOI thru their supported District.

(i) Ensure all PRT’s supporting them are following their mission area SOPs posted in ENGLink.

**(3) Supporting Divisions, ERDC, Centers, and FOAs (Finance Center, HECSA, IWR, and MDC) will:**

(a) As tasked by the UOC, provide support to the Supported Division/District (main effort) as required including manpower and materiel.

(b) Be prepared to assume the main effort on order of the UTFC should an “impacted” Division/District scenario occur.

(c) Designate Office of Resource Management to manage receipt of and distribution of funds.

**(4) Northwestern Regional/Division Command.** Be prepared to assume lead for providing full augmentation during a response or incident and maintain a direct habitual relationship of support with NORTHCOM as is maintained by other USACE Regional/Division Commands with Combatant Commands (COCOMs) (e.g. South Atlantic Regional/Division Command with Southern Command (SOUTHCOM)). On order, alert and deploy modular task organized teams comprised of active/reserve component army personnel and civilians in support of HQs NORTHCOM, ARNORTH OCP JTF and/or JTF-CS operations. This relationship with NORTHCOM is a unique COCOM alignment and will be refined further. However, NWD is the primary or lead division for contingency support, but not the only division aligned with NORTHCOM. The breakout of other Divisional Support is:

- NWD: NORTHCOM HQ; ARNORTH OCP TF's; JTF-CS
- NAD: JTF-NCR
- POD: JTF Alaska

Additionally, the Homeland Security Office at the HQs will continue to have significant interaction with NORTHCOM at the strategic and policy level.

**(5) Great Lakes and Ohio River Regional/Division Command.**

(a) Be prepared to assume a supporting role in Northwestern Regional/Division Command task of deploying modular task organized teams comprised of active/reserve component army personnel and civilians in support of HQs NORTHCOM, ARNORTH OCP JTF and/or JTF-CS operations..

(b) Develop and maintain a data base of potential contractors for support to all hazards events (similar to the one developed and used during the 2005 Hurricane Season). Ensure there is a self registration form on a WEB based system. Allow access to the data base to supported units as required. Work with HQ OHS for required funding. Be prepared to serve as the contracting office for none commodity items and/or construction support. Web link – <http://www.lrl.usace.army.mil/DisasterEquip/>

**(6) 249<sup>th</sup> Engineer Battalion.**

(a) Upon notification of the development of tropical weather events, identify and inform the UOC of the potential response and recovery missions that the battalion can support.

(b) Upon alert of designated Power PRT(s) by the UOC, affect immediate coordination with action officer(s) to determine level of 249<sup>th</sup> support (e.g., power action and power assessment teams) that can be provided.

(c) Be prepared to provide OPCON staffing for ESF #3 teams (e.g. 249<sup>th</sup> management cell, power PRT, Rapid Needs Assessment (RNA) teams, ERT-A, etc) and RFO operations.

**(7) South Pacific Regional/Division Command.** Be prepared to augment the HQUSACE Forward (Annex B Appendix 5) with personnel and equipment as outlined in annex.

**(8) North Atlantic Regional/Division Command.**

(a) Be prepared to augment the USACE Forward (Annex B Appendix 5) with personnel and equipment as outlined in annex should SPD be the effected Command.

(b) Serve as the primary or lead division with NORTHCOM for any JTF-NCR events.

**(9) Pacific Ocean Regional/Division Command.** Serve as the primary or lead division with NORTHCOM for any JFT-Alaska events.

**(10) All**

(a) District and Division Commanders and Deputies be prepared to command a special Task Force such as TF Guardian or JTF Rita from the Hurricane 2005 season.

(b) Be prepared to provide a Battle Captain to the UOC for a maximum of 30 days per officer within 48 hours of tasking from UOC. Tasking to divisions in priority are as follows: NAD, SPD, SWD, SAD, MVD, LRD, NWD, POD.

(c) Lead Divisions for ACI contracts be prepared to initiate execution of your subject area ACI contract and provide on site contracting advice with regards to the subject ACI contract to the supported Division or impacted Districts.

(d) Division Commander or Deputy be prepared to initially deploy to the State EOC (or multiple State EOC's) to establish contact at the senior leadership level when an event occurs.

**d. (U) Coordinating Instructions.**

(1) This plan supersedes HQUSACE OPERATIONS PLAN 11-04 (Hurricane Season 2005), dated 29 July 05.

(2) HQUSACE Staff and Supporting Commands (RBCs/Divisions, ERDC, Centers, and FOAs (Finance Center, HECSA and IWR):

(a) Be prepared to support the operation as required including manpower and materiel augmentation. Based on the level of involvement from previous operations, Emergency Managers should establish or update volunteer lists.

(b) All levels of Command will initiate immediate internal procedures for all volunteer or deploying personnel to fill out or verify Personal Data Sheets (PDS) in ENGLink. Instructional assistance in completing or updating the PDS is available via ENGLink "Hotline" 1-877-936-4546.  
**Suspense for this action is COB 1 July 06.**

(c) Divisions will monitor on a weekly basis, the status of completing FEMA training in accordance with the standards established in the National Incident Management System (NIMS).

(d) Divisions will on a weekly basis, validate the readiness status of assigned Mission and Function PRTs or Cadre. Should the readiness status change to amber or red, the UOC should be immediately provided a written plan of action for returning the team to a green status and the associated timeline.

(3) HQUSACE Staff Principals/Separate Office Chiefs are responsible for updating the Crisis Action Team (CAT) roster. Staff can expect a separate staff tasker through the Secretary General Staff (SGS) Office.

(4) Deployment of USACE assets outside those of the Supported Division is managed through the UOC.

(5) Mission- Planning and Response Teams (M-PRTs).

(a) HQUSACE will alert mission PRTs as operational requirements develop. While on alert, PRTs are prepared to deploy from home station within six (6) hours of notification to deploy by HQUSACE. Some PRTs are divided into two elements: management and support. The management element may be deployed initially with the support cell following as required. A detailed discussion of the mission PRT concept is provided in Section 5, Planning and Response Teams, Reference k.

(b) Response PRTs. Team designated for response missions will deploy as a unit to the field with the ESF #3 Management Cell (ERT-A or ERT (JFO) and execute the mission. NOTE: a contracting officer from the supported district also relocates with the ESF #3 Management Cell to support Response PRTs.

(c) Internal PRTs organic to the Supported Division (main effort) are always the first option considered for deployment within the Division area of operations. Deployments of PRTs from Supporting Division are directed by UOC based on a validated requirement/request of the Supported Division.

(d) Rotational assignments and readiness requirements are maintained via ENGLink Interactive by the UOC.

(e) Divisions are responsible for informing the UOC when assigned Mission and Functional-PRTs become non-deployable due to other operational requirements and CECW-HS will inform the UOC for TL/ATLs, and Subject Matter Experts (SMEs).

(6) Functional Planning and Response Teams and Cadres.

(a) Current functional personnel and teams include the following functional areas: Public Affairs Cadre, Real Estate Cadre, Resource Management Cadre, Human Resources Cadre, Logistics Management PRT, Safety & Occupational Health Cadre, Internal Review Cadre, Contracting Cadre, Information Management Cadre, and Geographic Information System (GIS) Cadre.

(b) HQUSACE will alert teams and cadres during Phases I or II (Activation or Deployment Phase) as operational requirements develop. While on alert, teams and functional cadres are prepared to deploy from home station within six (6) hours of notification to deploy, by HQUSACE.

(c) Logistics PRT. Combined commodities PRTs will be implemented this year and staffed to a level of one tier. Logistics positions on the combined commodities and power PRT's will be filled, as appropriate, from members of the Logistics PRTs. Logistic positions on other mission PRTs are TBD but be prepared to transition at the guidance of the lead division for mission areas. The residual Logistics PRTs members will support RSOI as a first priority.

(7) Commander's Critical Information Requirements (CCIRs). The following CCIRs will be reported immediately to the USACE Commander, Deputy Commander, Director of Civil Works/UTFC, Director of Military Programs/G-3, Deputy G-3 and Chief Homeland Security Office: either the alert or deployment of Permanent Cadre, TL, ATL, SME's, or Mission or Functional PRT. This set of CCIRs is hurricane response centric. The CCIRs for other types of events to be published or changed pending nature of the event.

- Death or significant injury of USACE employee, contractor or civilian on our job sites
- Failure to meet high priority commitment
- Inquiries from high level government and elected officials.
- Identify mission end states
- Identify status of navigation and dates when restored
- Accountability of personnel and/or safe haven status
- New missions

(8) Deployable personnel and teams should plan for being self-sufficient (e.g. adequate change of clothes to include high visible items, credit card or personal funding, laptop, cellular telephone for limited temporary use, non-perishable food, etc) for 72 hours after arrival in the event area.

(9) All elements involved will complete AARs in accordance with Annex V: AAR

#### **4. (U) SERVICE SUPPORT. (See Annex E – Logistics for detailed concept of support)**

a. Request for Deployable Tactical Operations Systems (DTOS) support, e.g. requests for Rapid Response Vehicles (RRV), Containerized Tactical Operations Centers (CTOC), and Deployable Tactical Operations Centers (DTOC) are submitted to the UOC.

b. Rotational Assignments of M-PRTs. As per the OPORD 2006-20, the rotational assignments for M-PRTs will transition to a "cradle to grave" approach once a mission is assigned. Every effort will be made to adhere to this policy but all required teams needed to support this plan are not currently operational; M-PRT rotation will be handled through Division requests to the UOC where applicable.

(1) The UOC/ENGLink Helpdesk tracks and posts Current Rotational Assignments in ENGLink. Alerted teams are denoted by the color YELLOW. Deployed teams are denoted by the color BLUE.



(2) In the event a PRT is alerted and deployed, once the mission is complete or rotates out, this team goes to the bottom of the roster. Should an Alerted team not deploy (taken off Alert status) the position of this team doesn't change.

(3) The deployment of either the Management or Support Element of a team constitutes a deployment for that team. Upon completion of this particular requirement, the team goes to the bottom of the roster.

(4) A new ENGLink tracking screen will be implemented NLT 15 Aug 06 for M-PRTs. It is the responsibility of home District of a team to ensure team status is accurately and timely posted in ENGLink.

c. Contracting. See Annex S for further details but each USACE Division should take into consideration the following guidelines as they work prepare for and/or respond to disasters:

- **Building State and Local Capabilities:** Under the National Response Plan, USACE is the "Coordinator" for ESF#3 Public Works and Engineering. As the ESF#3 Coordinator, USACE Divisions will continue to work with FEMA Regions and state/local governments to transfer knowledge and build capabilities that will allow for state and local governments to pre-award contracts for typical ESF#3 missions.

- **Multiple Contracts:** Encourage competition by awarding multiple contracts to insure competition among contractors and to prevent one contractor from having a perceived or actual monopoly for performing disaster work.

- **Regional and State Contracts:** Seek opportunities to engage regional and state Advanced Contract Initiative (ACI) contracts. This can be accomplished through bid evaluation factors or, in accordance with 42 U.S.C. §5150 in the Stafford Act, a contract or agreement may be set aside for award based on a specific geographic area.

- **Capacity:** Insure ACI contracts have adequate capacity for USACE to execute work for a major disaster, while simultaneously pursuing additional contracts (if required).

- **Contractor Quality Control:** Where possible, contracts should be structured to reduce contract administration and quality assurance costs. This may be accomplished by including clearly defined Quality Control (QC) requirements in the contract and by developing a stringent Quality Assurance Surveillance Plan (QASP) for Government Quality Assurance (QA). The QASP for the contract would rely more on planned and random sampling to decrease the number of QA inspectors required. QA requirements can also be reduced through the use of performance based service contracts and through better use of automation, asset visibility systems, GIS and other technologies.

- **Contract Structure:** Structure contracts to include sufficient bid items to minimize the renegotiation of fixed prices and also to minimize contract administrative and quality assurance costs.

- **Subcontracting Plans:** All "other than small" contractors will be required, as part of their subcontracting plan, to provide and publish a contact address, email address, and telephone number to facilitate small businesses in seeking to participate as subcontractors.

- **Small Business Support:** Under FAR19.201(a), it is the policy of the Government to provide maximum practicable opportunities in its acquisitions to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. Such concerns must also have the maximum practicable opportunity to participate as subcontractors in the contracts awarded by any executive agency, consistent with efficient contract performance. USACE will insure this policy is applied during all phases of disaster operations and recovery.

- **Expedited Post-Disaster Emergency Contracts:** When it is anticipated that the disaster will require additional contract capacity, beyond the capacity provided by ACI, USACE will employ emergency contracting rules under the FAR that allow for an expedited award process to meet the needs of the emergency situation, but to the extent possible encourages competition.

- **Expanding Contractor Base:** USACE offices within regions typically subject to hurricane disasters will cooperate with local entities such as the Small Business Administration, Procurement Technical Assistance Centers, local business and professional associations, local colleges and universities, and state and local governments to facilitate expanding the base of local firms prepared to do business with USACE in support of disaster operations.

- **Contract Tiers (Layering of Contracts):** Where feasible, USACE will consider appropriate action to minimize contracting tiers by awarding multiple smaller contracts and by requiring the prime contractor to directly perform a specified percentage of the work. Provisions should also be considered to help insure that subcontractors are paid on time.

- **Innovative Contracts:** USACE will pilot test and/or pursue innovative contracting techniques to include "Performance Based Contracts", "All Inclusive Contracts" and incentives to increase effectiveness and efficiency, while minimizing government administrative costs.

- **Innovative Technologies:** As advance contracts are being developed, opportunities for including new and innovative technologies should be considered and pursued. For example, provisions could be included in debris contracts to encourage innovative and environmentally sound uses of biomass.

- **Transition Planning:** As state and local capabilities are reconstituted, USACE will work with federal and state partners to pursue opportunities to transition the execution of missions to the state and local authorities. It is understood that transitioning contractors in the middle of an operation can be difficult and disruptive, so all parties will need to balance the need to accomplish the mission as quickly as possible with the benefits of transitioning to state and local contracts. USACE will consider including a "transition clause" or "transition provisions" that require(s), as a term of the contract, these contractors to provide transition training and services to enable a smooth transition to a follow-on contractor, whether a local or small non-ACI contractor, or a contractor for the local or state government. Such transition support services can be considered a separately priced line item as well, to enable these contractors to provide contract training and support services to state or local entities for their contractors in areas where USACE contracts are not employed directly.

d. Funding.

(1) Funds Management is by P2 for long term recovery missions only; temporary housing and debris primarily. P2 will not be used for response mission as emergency operations do not meet the standard project definition.

(2) PL 84-99. Submit requests for Flood Control and Coastal Emergencies (FCCE) funding under Appropriation 96X 3125, Class 210 – Emergency Operations – in accordance with ER 11-1-320, chapter 3 to support response activities including surveys of potential flood damages and flood fight assistance under PL 84-99 program and staffing Division/District Emergency Operations Centers.

(3) The Stafford Act. Mission Assignments in support of FEMA are documented on a Mission Assignment (MA) form but may be issued initially verbally. When an authorized verbal request is received from FEMA, the assigned TL / ATL will complete the MFR for Verbal Mission Assignment form and submit it to the Supported Division EOC or response organization. The NEMIS generated mission assignment document should follow within a few days.

(4) The TL / ATL is responsible for obtaining FEMA concurrence (MAs and taskers) in executing preparedness planning and response initiatives (e.g., deployment of Functional or Mission - PRTs, deployment of DTOS assets, planning and establishing RFO operations, etc).

e. Division Support to Deploying Personnel. The Supported Division Commander designates a Support District/RFO to provide reception, staging, onward movement, and sustainment support for all deploying USACE assets (including all ESF #3 personnel).

f. Planning for Distribution of Supplies and Commodities. See the distribution planning guidance developed for this season on the ENGLink Public website, [WWW.englishlink.usace.army.mil](http://WWW.englishlink.usace.army.mil). The information is located under “Intergovernmental Plans”.

g. Web Sites.

(1) Interactive Reporting Module, and other operational tools can be found in ENGLink.

(2) ENGLink Public web site, [WWW.englishlink.usace.army.mil](http://WWW.englishlink.usace.army.mil) provides access to the USACE models for ice, water and debris for pre and post hurricane disasters. The information is located under “Intergovernmental Plans” at the site.

(3) Mission Guides and SOPs are located in ENGLink under the Tech Library/Plans and Guidance Tab

(4) The Disaster Resource web page hosted by LRL is located at <http://www.lrl.usace.army.mil/DisasterEquip/>

h. Pre-designated email address groups. The following address groups are available in the USACE email global address book for use:

(1) CDL-Emergency-District- EOCs (reaches all district EOCs)

(2) CDL-Emergency-MSD- EOCs (reaches all division EOCs)

- (3) CDL-Emergency-Other- EOCs (reaches all Centers, ERDC, FOAs, and 249<sup>th</sup> EOCs)
- (4) DLL-CECW-HS (reaches most of the staff in Office of Homeland Security)
- (5) CE-UOC HQ02 (reaches all of the staff in UOC)
- (6) DLL-HQ-EM-TL (reaches all ESF #3 Team Leaders)
- (7) DLL-HQ-EM-ATL (reaches all ESF #3 Assistant Team Leaders)

## **5. (U) COMMAND & SIGNAL.**

### **a. Annex B Command and Support Relationships**

- (1) Appendix 1- USACE Command and Support relationships.
- (2) Appendix 2- HQUSACE Crisis Management /Crisis Action Team (CMT/CAT).
- (3) Appendix 3- USACE ESF #3 Team at NRCC/RRCC.
- (4) Appendix 4- USACE ESF #3 Team at JFO.
- (5) Appendix 5 – HQ USACE Forward

b. Homeland Security Information Net (HSIN). DHS is in the process of fielding HSIN for use by emergency managers in the upcoming hurricane season. The utilization and process associated with HSIN are still in the planning phase. All Emergency Managers must have HSIN and be prepared to use this system to facilitate a common operating picture within the responding community. (See Annex W, HSIN)

c. Supported Division (main effort) Command and Control Requirements. Command and control of Hurricane response organizational structure is based on the mission assessment and corresponds to the “Level of Hurricane Response”. The Supported Division may designate a Division Forward Commander and assess the requirement for the RFO.

d. Essential Elements of Information (EIs). Section 3, Major USACE Missions, Reference j, contains the elements, which are considered minimum information required for submission to HQUSACE to describe mission status from the start of an event to its completion. Additional elements of information may be required by subordinate commands to completely plan, organize, staff, direct, and control mission execution. Responding District(s) should use the SITREP Template – Hurricane SITREP available in ENGLink. This template facilitates consistent status reporting of response and recovery missions.

### **e. HQUSACE “Disaster Rhythm”.**

- Day Shift 0630 – 1930
- Shift Change Brief 0630
- Team Leaders Call 0700

- Commanders Update Brief 0900
- Night Shift 1900 – 0800
- UOC/Division/District Conference Call 1400
- FEMA Conference Call 1200
- SITREPS Due 2400 with as of time of 2000
- SITREP Due 1200 with as of time of 0800 (event specific)
- Senior Leaders Call 1900 (if needed)

**f. Reporting. ALL situation reports (SITREPs) (disaster recovery), spot reports, commanders assessments and mission data, are submitted via the ENGLink Interactive, the USACE primary means of communicating mission status during the event response. In the event of a loss of connectivity, email and facsimile are the respective alternate means of re-establishing connectivity. District SITREPs released by Division, with necessary Division Commander Assessments and/or additional comments are due at 2400 (with information as of 2000) and 1200 (with information as of 0800) daily. All times are EST. As the situation stabilizes, reporting frequency will change.**

(1) Situation Reports (SITREPs) and Commander's Assessments. SITREPs are submitted when any of the following has occurred:

- (a) Any emergency situation with the potential for USACE involvement. Initial SITREPs should state whether further reporting is required.
- (b) Issuance of FCCE emergency funding and/or EOC activation.
- (c) Commander's discretion based on political and media sensitivity to an event.

(2) Spot Reports (SPOTREPs) are submitted when significant information (e.g., change in mission, damage to projects, new or updated information,) that must be passed up to higher headquarters before the next scheduled SITREP.

(3) Mission Data. Should be updated continuously but are expected every four hours beginning at 0000 hours midnight (e.g., 0000, 0400, 0800, 1200, etc).

(4) Disaster Recovery Situation Reports (SITREPs) are used in operations involving long-term recovery activities such as levee rehabilitations or debris disposal missions. This SITREP is continued reporting of ongoing activities but with a focus on recovery activities.

(5) HQUSACE Reporting. Executive Summary (EXSUM) and Operations Summary (OPSUM) originating at the UOC are used to inform higher and adjacent headquarters and USACE Supporting Commands of ongoing response and recovery activities.

**g. Public Affairs.** An active public affairs posture is appropriate. USACE personnel are not authorized to discuss classified or sensitive information with the media. Information provided to the media is coordinated through the appropriate USACE Office of Public Affairs and with/through an operational FEMA Joint Information Center.

**h. Acknowledge OPLAN Receipt to HQUSACE Operations Center via email address:**  
**[CE-UOC@USACE.Army.Mil](mailto:CE-UOC@USACE.Army.Mil) ATTN: MAJ Peele, 202-761-1001.**

STROCK  
LTG

OFFICIAL:

/s /

Pease

Deputy Chief of Staff, Operations

Annexes: (All to be published and provided later)

Annex A, References

Annex B, Command & Support Relationship

Annex C, Internal Review

Annex D, PAO

Annex E, Logistics

Annex F, Human Resources

Annex G, DTOS

Annex H, Security

Annex I, Information Management

Annex J, Safety and Occupational Health

Annex K, Intelligence

Annex L, RESDRO

Annex S, Contracting

Annex T, All Hazards Contingency Plan

Annex U, Project Condition Surveys

Annex V, AAR

Annex W, HSIN

Annex X, PRT's

DISTRIBUTION:

HQUSACE Staff Principals

HQUSACE Chiefs Regional Integration Teams/Communities of Practices

HQUSACE Crisis Action Team

Office of Chief Engineers- Pentagon

Great Lakes and Ohio River Division

Mississippi Valley Division

North Atlantic Division

Northwestern Division

Pacific Ocean Division

South Atlantic Division

South Pacific Division

Southwestern Division

Huntsville Center

Transatlantic Center

Engineer Research & Development Center  
Humphreys Engineering Center Support Activity  
Institute for Water Resources  
USACE Finance Center  
Marine Design Center  
249<sup>th</sup> Engineer Battalion  
USACE Liaison- Office, Secretary of Defense  
USACE Liaison- Coast Guard  
USACE Liaison- USNORTHCOM  
USACE Liaison- USJFCOM  
USACE Liaison- ARNORTH